

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET

E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF  
August 31 – September 4, 2015**

**MONDAY, AUGUST 31, 2015**

(No Meetings)

**TUESDAY, SEPTEMBER 1, 2015**

(No Meetings)

**WEDNESDAY, SEPTEMBER 2, 2015**

\*11:00 am Public Safety Committee

Brown County Sheriff's Department  
2684 Development Drive

\*6:30 pm Planning Commission Board of Directors

GB Metro Transportation Center  
901 University Avenue

**THURSDAY, SEPTEMBER 3, 2015**

\*5:30 pm Education and Recreation Committee

Way Morr Park (Town of Morrison)  
3832 Park Road, Greenleaf

**FRIDAY, SEPTEMBER 4, 2015**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

# BOARD OF SUPERVISORS

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### **PUBLIC SAFETY COMMITTEE**

**Patrick Buckley, Chair**  
Pat La Violette, Vice Chair  
Bill Clancy, Andy Nicholson, Guy Zima

### **PUBLIC SAFETY COMMITTEE**

**Wednesday, September 2, 2015**

**11:00 a.m.**

**Brown County Sheriff's Office  
2684 Development Drive, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE  
ACTION ON ANY ITEM LISTED ON THE AGENDA**

**\*\* AMENDED \*\***

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of August 5, 2015.

### **Comments from the Public**

1. Review minutes of:
  - a. Local Emergency Planning Committee (July 14, 2015).

### **Communications**

2. Communication from Supervisor Campbell: Evaluate procedures for emergency management in cases of long-term power outages when there are temperature extremes and/or when disasters occur. This would include evaluation of communication plans and plans for setting up emergency shelters. *Referred from August County Board.*
- \*2a. Communication from Supervisor Clancy re: Request a report from the Sheriff with regard to Human Trafficking during Packer season.
3. Communication from Supervisor Nicholson re: Review the Brown County policies and procedures for GAL's with a closed session included in order to address specific cases and request Corporation Counsel, Clerk of Courts and presiding Judge to attend.

### **Medical Examiner**

4. Budget Status Financial Report for July, 2015.
5. 2015 Brown County Activity Spreadsheet.

### **Public Safety Communications**

6. Budget Status Financial Report for July, 2015.
7. Radio Service Interruption.

### **Clerk of Courts**

8. Budget Status Financial Report for July, 2015.
9. Request for representation from the Clerk of Courts and Courts to attend each meeting through the end of 2015 to provide monthly updates including various reports as requested by this Committee. *Standing Item per motion at April, 2015 meeting.*
10. Clerk of Court's Report.

### **Sheriff**

11. Budget Status Financial Report for July, 2015.
12. Discussion on Establishing a Crime Prevention Board in Brown County allowed by WI Statute.
13. Sheriff's Report.
14. **Circuit Courts, Commissioners, Probate** - Budget Status Financial Report for June, 2015.
15. **Emergency Management** – Budget Status Financial Report for July, 2015.
16. Open Session: Medical Examiner Update.
17. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion as to contract strategies for the negotiation and bargaining as it relates to Medical Examiner Services pursuant to Wisconsin Statutes Section §19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
18. Reconvene in Open Session: Discussion and possible action as to options available to Brown County for Medical Examiner Services, and possibly contract negotiations and bargaining determinations.
- \*18a. Open Session: Discussion and possible action regarding a review of the Brown County policies and procedures for Guardian Ad Litem and their fees.
- \*18b. Closed Session: Discussion and possible action on specific cases dealing with Guardian Ad Litem fees whereby the discussions are likely to have a substantial adverse effect upon the reputation of specific persons and financial data of specific persons to be considered. Closed session is authorized on the above Item #3 pursuant to Wis. Stat. §19.85 (1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary considerations of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
- \*18c. Reconvene in Open Session: Discussion and possible action on Guardian Ad Litem fees, policies and procedures and possible specific cases.

**District Attorney** – No agenda items.

### **Other**

19. Audit of bills.
20. Such other matters as authorized by law.
21. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, September 2, 2015**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	_____	Matthew Harris	_____	Debbie Schumacher	_____
James Botz	_____	Frederick Heitl	_____	Ray Tauscher	_____
Brian Brock	_____	Phil Hilgenberg	_____	Lanny Tibaldo	Exc.
William Clancy	_____	Kathleen Janssen	_____	Jason Ward	_____
Norbert Dantine, Jr.	_____	Dotty Juengst	Exc.	Dave Wiese	_____
Bernie Erickson	_____	Patty Kiewiz	_____	Reed Woodward	_____
Steve Gander	_____	Michael Malcheski	_____	City of Green Bay (Vacant)	_____
Adam Gauthier	_____	Eric Rakers (Alternate)	_____	City of Green Bay (Vacant)	_____
Steve Grenier	Exc	Dan Robinson	_____		
Mark Handeland	_____	Terry Schaeuble	_____		

1. Approval of the minutes of the August 5, 2015 regular meeting of the Brown County Planning Commission Board of Directors.
2. **Public Hearing:** Overview and Public hearing on the *Draft Green Bay Metropolitan Planning Organization (MPO) 2045 Long-Range Transportation Plan*.
3. **Public Hearing:** Public hearing on the *Draft 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area* and public hearing on the *Green Bay Metro 2016 Program of Projects*.
4. Discussion and action regarding an amendment to the 2002 Brown County Sewage Plan, updated in 2011, to replace the entire plan with the 2040 Brown County Sewage Plan.
5. Overview of the Federal Section 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities Program.
6. Directors Report.
7. Brown County Planning Commission staff updates on work activities during the month of August, 2015.
8. Other matters.
9. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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### EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair  
Corrie Campbell, Vice Chair  
Tom Katers, Staush Gruszynski, Harold Kaye

### **EDUCATION & RECREATION COMMITTEE**

**Thursday, September 3, 2015**

**5:30 p.m.**

**Way-Morr Park**

**3832 Park Rd (Town of Morrison)**

**Greenleaf, WI 54126**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

### **\*\*PLEASE NOTE LOCATION\*\***

**Driving Directions:** Take Hwy "G" east from De Pere about 15 miles  
Park is at intersection of Hwy G (Dickinson Rd) & Z (Park Rd)

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of August 6, 2015.

### **Comments from the Public**

1. Review Minutes of:
  - a. Library Board (July 16, 2015 and July 23, 2015).
  - b. Neville Public Museum Governing Board (August 10, 2015).

### **Communications**

2. Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities, especially central library, to improve the quality of service, efficiency, space and budget. *Referred from August County Board.*

### **NEW Zoo**

3. Budget Status Financial Report for July, 2015.
4. Zoo Monthly Activity Report for August, 2015.

### **Golf Course**

5. Budget Status Financial Report for July, 2015.
6. Budget Adjustment (15-54): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
7. Superintendent's Report.

### **Museum**

8. Budget Status Financial Report for July, 2015.
9. Director's Report.

### **Library**

10. Budget Status Financial Report for June and July, 2015.
11. Director's Report.

### **Park Management**

12. Parks Budget Status Financial Report for July, 2015.
13. Field Staff Reports/Attendance Reports.
14. Assistant Director's Report.

### **Resch Centre/Arena/Shopko Hall – No agenda items.**

### **Other**

15. Audit of bills.
16. Such other matters as authorized by law.
17. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

## August 2015



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 11:00 am	6 Ed and Rec 5:30pm @ Museum	7	8
9	10 Executive Cmte 5:30 pm	11	12	13	14	15
16	17	18 Veterans Recognition Subcmte 5:00 pm	19 Sp. Admin 6:30 Sp. Exec 6:30 <b>Board of Supervisors 7:00 pm</b>	20	21	22
23	24 Land Con 6:00pm PD&T 6:15pm	25	26 Human Svc 5:30 pm	27 <del>Admin Cmte 5:30 pm</del> Cancelled (New Date Pending)	28	29 
30	31					



## SEPTEMBER 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Public Safety 11:00 am	3 Ed & Rec 5:30 pm Way Morr Park 	4	5
6	7 Labor Day <i>County Board Office Closed</i>	8 Executive Cmte 5:30 pm	9	10	11	12
13	14	15 Veterans Recognition Subcmte 5:00 pm	16 <b>Board of Supervisors 7:00 pm</b>	17 CJCB 8:00 am	18	19
20 	21	22	23 Human Svc 5:30 pm	24 Admin Cmte 5:30 pm	25	26
27 	28 Land Con 6:00 pm PD&T 6:15 pm 	29	30			

## **BROWN COUNTY COMMITTEE MINUTES**

- Children With Disabilities Education Board (July 15, 2015)
- Neville Public Museum Governing Board (August 10, 2015)
- Veterans' Recognition Subcommittee (August 18, 2015)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**



## PROCEEDINGS OF THE CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Wednesday, July 15, 2015

Present: B. Clancy, S. King, J. Mitchell, R. Osgood

Excused:

Also Present: A Nizzia, J Driessen C. Maricque

1. Call to order – 1:00 p.m. – B. Clancy
2. Approval May 7, 2015 Board Minutes: J. Mitchell moved to approve the May 7, 2015 Board minutes as presented. B. Clancy seconded the motion with the noted change. Motion carried.
3. Approval of Agenda: B. Clancy moved to approve the agenda. J. Mitchell seconded the motion with the noted change. Motion carried.
4. Action Item: Donations:

### **Sensory Courtyard**

Dan and Penny Bollom - \$500

Dan and Penny Bollom - \$500

Andrea Wauters - \$100

Kaap Charitable Trust/JP Morgan - \$2,000

Christ the King - \$50 in honor of Bill Clancy's St. Patrick's Day performance

City of Kaukauna - \$75 in honor of Bill Clancy's St. Patrick's Day performance

Wayside/Morrison Lions Club – \$1,000

Mr. & Mrs. Daniel Lawyer, NEWCHAA Basketball Team - \$40 in honor of NEWCHAA coach, Jeff Mitchell

NEWCHAA Eagles Varsity Boys Team & Parents - \$175 in honor of Jeff & Becky Mitchell and Andrew Bridenhagen.

Schneider - \$25,000

Schreiber - \$10,000

### **Lions Camp**

Dick Darden – donated 10 walkie/talkies for use at camp

Darlene Gauger and Carol Borchardt – Ice Cream and cones

Luna Café – Two 80 oz. bags of coffee

Starbucks – One large bag of coffee

Mr. & Mrs. Brad Champion – S'more ingredients

### **Camp SOAR**

The Alberta S. Kimball-Mary L. Anhaltzer Foundation - \$5,000

### **Classrooms**

Thomas Rankin Family – Binders for four classrooms supply list

Mark & Lora Matzke – iPad2 for the Therapy Department

Don Paulson/Nielsen Company – 2 wipe boards

Mr. & Mrs. Steve Webster – New fabric bag that attaches to a walker

Mr. & Mrs. Roger Siebold - \$50 for Holly Peter's classroom

Gwynn Vetter - \$100 for Holly Peter's classroom

Dan VanLanen – notebooks, pens, pencils, and school supplies

Mary Ann Reinard - \$25 to Laatsch's classroom in honor of Irene Baeten's birthday in May

**Spaghetti Dinner**

Pete Petasek/UBake – Spaghetti Sauce, spaghetti, breadsticks

Randy Piontek/Hydrant Pizza – Ground beef, Italian sausage

**Hopp Needs**

Green Bay Downtown Lions Club - \$300 in honor of Andrea Wauters

Wendell & Shanna Ellsworth - \$500 for a Smart Board in memory of Anita King

Mr. & Mrs. Jeff Mitchell - \$1,000 for a Smart Board in memory of Anita King

Scott King/Nicolet Bank - \$3,350 for a Smart Board in memory of Anita King

Mary Glaeser - \$50 for a Smart Board in memory of Anita King

Mr. & Mrs. Gerald Woelfel – \$50 for a Smart Board in memory of Anita King

Gregg Carter/Humana Foundation - \$500 in matching gift (VP, Mark Matzke)

Dr. Goolsby - \$140 part of Aurora Health Care Employee Partnership Campaign

Target - \$225 donation from ThanksABillion

**Others**

Gwen Hanson - \$100 to the Parent Organization

Badgerland Printing – 50% off of some printing for the Parent Organization

Woman's Club of De Pere - \$150 for graduation

Tami Cornette/Independent Printing – 250 printed SHS graduation program covers

Smart Cow - \$215 for Grassroots Tuesday donation – for the work program

Wrightstown Lions Club - \$100 for pool chemicals

Denmark FFA Alumni - \$200 for food at the Woodworkers Guild/Wood Show

Debbie Monette – Items for the High Five Store

Eileen Sobieck - \$50 worth of items for the High Five Store

George Cherney/American Foods Group – 80# of hamburger patties for the Woodworkers Show

Uncle Mike's Bake Shop – ½ price doughnuts for the Woodworkers Show

Glen Salman/Salman Meat Products – 10# hot dogs for the Woodworkers Show

Bob Fruzen – case of napkins, six 12 packs of soda and time to take Terri to Badger and Costco

VFW Post 2113 & VFW Ladies Auxillary – 40 Bamboo Live – magic show tickets

Wayne & Judith Schaut - \$50 for student use

J Mitchell accept these generous donations. B Clancy seconded the motion. Motion carried.

5. Financial Report: C Maricque was introduced to the Board and welcomed into her new position. She explained the CESA contract for Alio budgeting etc would be part of her responsibility. She discussed the 2014-2015 audit being scheduled and the finance reports for April May 2015. J. Mitchell moved to accept the April, May 2015 financial reports. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, JULY 15, 2015

6. Administrators Report:

a. J Driessen was introduced to the Board and welcomed Driessen explained SOAR began on June 15th and was in session for two weeks, with one week off and then has resumed for another 4 weeks. They completed many art projects which included wood block prints and enjoyed music with special guest Skip Jones.

b. A. Nizzia gave an update on the Sensory Courtyard Project thanking Bill Clancy and Scott King for their help in the dedication and placement of the first SCY beam! J. Mitchell moved to accept and place on file the Administrators Report. B. Clancy seconded motion. Motion carried.

7. Room Agreements: J. Mitchell moved to approve the Room Agreements with the Denmark, De Pere, West De Pere and Wrightstown School Districts. B. Clancy seconded the motion. Motion carried.

8. Action Item: Resignation: A Nizzia read a letter from Kelly Hayes resigning her position as Speech/Language Pathologist effective the end of the 2015-2016 school year. K. Hayes is a new Mom and is going to be a "stay at home Mom."

J Driessen read a letter from Molly Fields resigning from her position as a Middle School teacher to accept a teaching position with one of the districts. This is effective the 2015-2016 school year.

J Driessen read a letter from Sarah Velicer resigning from her position as an Early Childhood teacher to accept a position closer to her home. This is effective the 2015-2016 school year.

A Nizzia read a letter from Cory Williams resigning his position as Speech/Language Pathologist to accept a position closer to his family in Michigan. This is effective the 2015-2016 school year.

The Board would like to thank these employees for their service.

J. Mitchell moved to accept the resignations as presented with regrets. B Clancy seconded the motion. Motion carried.

9. Action Item: Replacement Positions: A Nizzia presented S Johnson to fill one of the two existing Speech/ Language Pathologist position. J. Mitchell moved to offer S Johnson a position. SKing seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, JULY 15, 2015:

- A Nizzia presented Joseph Klicka an existing Phi Ed teaching position. J. Mitchell moved to offer J Klicka a position. B Clancy seconded the motion. Motion carried
10. Payment of bills: J. Mitchell moved to pay the bills totaling \$74,680 for the periods ending April 30, 2015 and May 31, 2015. J. Mitchell seconded motion. Motion carried.
  11. Executive Session: The board will move to executive session as allowed by Wisconsin Stats 19.85 (1)(e)(f)(b) to discuss personnel. J. Mitchell moved to Executive Session and adjourn from Executive session as allowed by Wisconsin Stats 19.85 (1)(e)(f)(b) to discuss personnel. B Clancy seconded the motion. Motion carried.
  12. Action Item: Staff Request : A Sislo was granted a one year leave of absence for the 2015-2016 school year returning at the beginning of the 2015-2016 school year. J. Mitchell moved to approve the leave. S King seconded the approval. Motion carried.
  13. Adjournment: J. Mitchell moved to adjourn the meeting at 4:45pm B Clancy seconded the motion. Motion carried.



Bridging Communities. Connecting Generations.

### **PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, August 10, 2015 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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PRESENT: Kevin Kuehn, Erik Hoyer, Sandy Juno, Kramer Rock and Diane Ford  
ALSO PRESENT: Kevin Cullen, Lisa Zimmerman, Kasha Huntowski, and Beth Lemke

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#### **CALL MEETING TO ORDER**

1. Chairman Kuehn called the meeting to order at 4:32PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Diane Ford to approve the agenda.  
Vote taken. MOTION APPROVED UNANIMOUSLY.

#### **3. Museum Directors Report.**

As part of the 2016 budget process Museum Director Lemke provided board members a copy of the 2016 Variations to Department Budget that was submitted to Administration. Director Lemke highlighted a few revenue and expense budget lines for clarification. Museum Director Lemke reminded the board that the proposed fee increases in 2016 would allow for a balanced budget and provide for marketing and promotions of the 2016 exhibits the Neville Public Museum Foundation supports financially. Additionally, the proposed admission fee increase offsets the expense of 2016 advertising and public notice. Discussion ensued, no action taken.

Museum Director Lemke provided an update on museum promotions which include:

1. A 30 second Spies commercial is running on WJMN in Marquette MI
  2. A 30 second Spies PSA is running in WFRV
  3. A 15 second Spies commercial is running on Cumulus Broadcasting on Star 98
  4. The Spies Metro Bus ad will run thru August
  5. The Extreme Deep bus ad stated running this month and will run thru December
  6. A 30 second Extreme Deep commercial will begin to run in August on WBAY
  7. A new Facebook ad campaign is up and running (Spies-August, Extreme Deep October and November)—this time there is no offer to claim—we are just boosting an ad
  8. Press Gazette print media campaign will begin to run Thursday 8/6 thru Thursday 12/24. Quarter pages ads will vary between Spies, Snapshots in Time, Extreme Deep, Cellar Series, and Membership
  9. WFRV will also record a Sisters in Spirit PSA once the exhibit is up in September
- Discussion ensued, no action taken.

Museum Director Lemke updated the board on an incident involving a group of men in Veterans Park in July that ended up in the museum's front parking lot. Security and safety of guests, staff and collections were discussed. Director Lemke stated that in June all staff participated in personal safety training with Captain Dan Sandberg. In July, staff participated in blood born pathogen training. In August, staff participated in active shooter training and in September staff will go through fire extinguisher training with Lieutenant Nick Craig. At the same time staff is updating both the collections and personal building safety policies and action plans. Discussion ensued, no action taken.

4. Update on visitor exhibit evaluation process

Curator Lisa Zimmerman gave a PowerPoint presentation on the recent collection of *Building Our Community* gallery observations, visitor interviews, social media comments, online comments, and in lobby comment book reviews. There are several positive reviews and few comments the museum team needs to take into consideration when determining temporary exhibit subjects as well as in the visitor experience planning for the main exhibit gallery. Overall the plan in place is strong but more data needs to be collected as the sample size is small.

The purpose of observation is to use the data to drive future decisions and secure potential funding sources. Collecting data internally also assists in the visitor experience planning process as the museum will have information in hand and will not require additional expenses with a future vendor to in acquiring data.

In September Research Technician Ryan Swadley will present data and analysis on summer program surveys and Curator Lisa Zimmerman and Communication Coordinator Rachel Paterson will be presenting an update on a new social media plan for the museum.

Discussion ensued; staff was commended on the process and encourages continuing capturing data to share with the board, on no action taken.

**2015 Governing Board Meeting Dates**

Monday, October 12, 2015

Monday, November 9, 2015

Monday, December 14, 2015

5. Such other matters as authorized by law:

Next meeting of the Neville Public Museum Governing Board will be **Monday, September 14, 2015 at 4:30pm.**

6. Adjournment. Motion to adjourn made at 5:33PM by Erik Hoyer and seconded by Diane Ford Vote taken.

**MOTION APPROVED UNANIMOUSLY**

**PROCEEDINGS OF THE BROWN COUNTY  
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, August 18, 2015 at 5:00 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**PRESENT:** Chair Erickson, Ed Koslowski, Duane Pierce, Rosemary Desisles, Lynn Geiser, Joe Witkowski, Tracy Rosinski

**EXCUSED:** Jim Haskins, Delores Pierce

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**\*\*Running Total of Veterans' Certificates: 1688**

1. **Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 5:00 pm.

2. **Invocation.** *There was no invocation as Jim Haskins was excused from the meeting.*

3. **Approve/Modify Agenda.**

**Motion made by Ed Koslowski, seconded by Rosemary Desisles to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

4. **Approve/Modify Minutes of July 21, 2015.**

**Motion made by Duane Pierce, seconded by Rosemary Desisles to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

5. **Budget Status Financial Report, June, 2015.**

Erickson advised that this report was presented for informational purposes.

**Motion made by Duane Pierce, seconded by Ed Koslowski to accept financial report. Vote taken. MOTION CARRIED UNANIMOUSLY**

6. **Discussion re: Honor Rewards Program.**

CVSO Jerry Polus indicated that this item can be held until the September meeting.

7. **Discussion regarding Veterans Appreciation Day at the Brown County Fair in preparation for 2015.**

Lynn Geiser indicated that retired Navy Commander Liz Somers will be doing the Pledge of Allegiance instead of Chris Cornelius.

Jerry Polus felt that event sponsors should be thanked at some point during the ceremony, prior to the distribution of door prizes. These sponsors would include Heartland Hospice, businesses that donated door prizes and the Meet and Greet group. Erickson noted that he will have a list of sponsors posted at the event as well.

Ed Koslowski informed that he was at the Fairgrounds earlier in the day and the tent and stage are set up. The tent is in a little different location than it was last year to allow better access to

the road. Koslowski is working on the final details regarding the vehicles that will be on display. He also noted that Outfitters 4 Patriots has been added to the lineup of organizations that will have tables in the tent.

Geiser recently did a news segment regarding the Fair and Erickson stated he will be live on WTAQ in the morning with Mike Austin to do a little publicity. He also noted that there may be news coverage on the day of the event.

Koslowski informed that he has started working on the inside display. The space is a little smaller this year but he did not anticipate that to be a problem. He will be finishing up the display as well as putting banners up in the next few days, weather permitting.

Polus felt that everything for the event is under control and he is comfortable with all of the arrangements and details. Erickson stated that he also felt everything has been covered. Koslowski indicated that he will arrive early on Saturday to get the tables set up and covered and the organizations can begin setting up around 11:00 am. Geiser indicated that she has a banner honoring female veterans that she will bring and Koslowski will also be looking for flags for the outside of the tent for better eye appeal.

8. **Discussion re: Honoring female veterans at the Fair including carnations and certificates.**

Erickson will order the carnations and pick them up. He will also make sure that the proclamation and certificates are ready to go for Saturday.

Witkowski brought up the idea of advertising the Appreciation Day event with a billboard. This is something that can be discussed in more detail for next year's event.

9. **Possible Discussion re: Veterans Day donation list.**

Rosemary Desisles reported that she has been keeping in touch with Sherry Steenbock to be sure that everything gets done on the appropriate timeline. Desisles would like to divide the solicitation list up so that each member has about 20 contacts to make. She will have the list available at the September meeting so members can start making calls about 1 ½ months prior to the event. Desisles also noted that some businesses require that solicitations be made in writing and letters to those organizations have been prepared and will be mailed out on September 1.

10. **Report from CVSO Jerry Polus.**

Polus did not have anything further to add to what was discussed above.

11. **Comments from Carl Soderberg.**

Soderberg was not in attendance at the meeting and therefore there was no report.

12. **Report from Committee Members Present (Erickson, Desisles, Haskins, Geiser, Koslowski, Maino, Pierce, Rosinski & Witkowski).**

-Erickson reported that he has received some very nice door prizes for the Fair from Sanimax, Stadium View, Pancake Place, National Guard, Ad Ideas and Team Self Storage. He will have appreciation certificates made for these donors which he will frame and present to each of them.

-Desisles did not have anything further to report.



-Geiser reported that she has been able to help several women through her empowerment program. She is happy to see the people who need help making contact with her. She also noted that she is now employed at the Job Center and would be happy to help any vets who are looking for a job.

-Koslowski reported on the Veterans Manor. He spoke of some recent donations of items as well as some monetary donations that have been received. He noted that some veterans who move into the facility do not even have the ability to pay the first month's rent of \$50 so cash donations are helpful. Anyone wishing to donate larger items such as furniture should contact the manager, Mike, as they cannot store large items. Rosinski asked what items would be needed if a donation drive were done and Koslowski stated that toiletry items are always needed and appreciated, but he can get a more detailed list of needs. He also noted that cleaning supplies seem to be in demand.

-Pierce reported that Legion Post 11 on North Irwin will be holding their semi-annual booyah sale on September 12 beginning at noon. A raffle will also be held in conjunction with the booyah sale and he noted that the top prize is \$800 cash. Pierce also advised that the annual candlelight ceremony marking POW Day will be held outside the POW memorial at the Courthouse (Jefferson Street side) on September 18.

-Rosinski reported on author Debra Grassman's visit in September. She provided information as to the events that will be offered, a copy of which is attached. In addition to the events outlined in the brochure, Grassman will be doing training at the veteran's home at King. Anyone interested in attending these events can let Rosinski know.

Rosinski also noted that Outfitters 4 Patriots will be holding their golf outing on August 23 and anyone who would like to take part can let her know.

-Witkowski shared three items from the newspaper. One was with regard to a welcome home event on August 29 at Bay Beach from 11:00 am – 2:00 pm being sponsored by the Green Bay Healthcare Center. The event includes a free cookout and volleyball. The second article Witkowski shared was with regard to the first official day without war with Japan on August 14, 1945. Finally Witkowski shared an article regarding the Gettysburg Address.

13. **Such Other Matters as Authorized by Law. None.**

14. **Adjourn.**

**Motion made by Duane Pierce, seconded by Tracy Rosinski to adjourn at 5:43 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary